

# ***The Copyright Office Announces a New Online Option for Copyright Registration***

Online service is at the heart of improvements coming to the Copyright Office as part of a major reengineering effort. In addition, streamlined internal processing using better-integrated information technology systems will result in faster service overall and better tracking of work in progress. These improvements will extend to many Copyright Office services including registration, the recordation of documents, and the provision of information and copies of Copyright Office records. Registration and recordation records will be available online in a new format and with more powerful search capability including keyword searching. Go to [www.copyright.gov](http://www.copyright.gov) for information and updates about the implementation of these improvements targeted for summer 2007.

**NEW OPTION:** In summer 2007, the Copyright Office will offer the option to file a copyright registration online via its website at [www.copyright.gov](http://www.copyright.gov).

Advantages will include:

- Lower filing fee\*
- Fastest processing time
- Earlier effective date of registration†
- Online status tracking
- Payment online by credit card or Copyright Office deposit account

Alternatively, the Office will also continue to offer the option to complete an application online, print it out, and mail it to the Copyright Office. With new scanning software, the Office will be able to process these forms more efficiently and faster.

For applicants without access to our website, the Office will also continue to offer blank forms to be completed with a typewriter or by hand.

See the reverse for more details about options for filing a registration.



\*The Office will set a lower fee that will go into effect unless Congress specifically rejects that fee through legislative action. See 17 USC sec. 708(b).

\* In most cases, the effective date of registration is the date the Copyright Office receives the application, fee, and deposit copy. If all three are submitted electronically, the Office will usually receive them the same day they are submitted.

# Filing Options Beginning in Summer 2007

## **Option 1: File online and pay a LOWER FEE**

- Go to [www.copyright.gov](http://www.copyright.gov), and submit your application online.
- Pay the filing fee online by credit card or Copyright Office deposit account
- Deposit options:
  - *Unpublished works*: Wherever possible, attach an electronic deposit copy of your work (e.g., song, artwork, poem, or other literary work). Otherwise, send a hard copy deposit.
  - *Published works*: Hard copy deposit(s) must be sent when necessary to comply with the “best edition” requirements of the Library of Congress. For works published only online, and for certain other categories of published works, an electronic deposit is acceptable. For more information about deposit requirements, please visit [www.copyright.gov](http://www.copyright.gov).

## **Option 2: Complete your application online and mail it in**

- Go to [www.copyright.gov](http://www.copyright.gov), complete your application online, and print it out.
- Pay the filing fee by check or money order, or charge it to your Copyright Office deposit account (credit cards not accepted).
- Mail the application, fee, and hard copy deposit(s) in a single package to the Copyright Office.

## **Option 3: Complete a paper form by typewriter or by hand and mail it in**

- Print out a blank form from our website, or request one by writing to the Copyright Office or calling the 24-hour Forms Hotline at (202) 707-9100.
- Complete your application by typewriter or legible hand printing in ink.
- Pay the filing fee by check or money order, or charge it to your Copyright Office deposit account (credit cards not accepted).
- Mail the application, fee, and hard copy deposit(s) in a single package to the Copyright Office.

**Copyright**

United States Copyright Office

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